

ST MARY HOO PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON TUESDAY 4 MAY 2010 IN THE FUNCTION ROOM, THE FENN BELL, FENN STREET AT 7.15 pm

PRESENT: Cllr Bill Budd Chairman
 Cllr Paul Hassell
 Cllr Bill Khatkar From item 13
 Cllr Mrs Kit Johnson
 Mrs Roxana Brammer Clerk
 Mr Steve Songhurst

Item *Action point*
Minute number
 2010/11/

1 ELECTION OF CHAIRMAN

1 It was proposed by Cllr Hassell, seconded by Cllr Mrs Johnson and agreed Cllr Budd be Chairman for the forthcoming year.

2 CHAIRMAN'S DECLARATION OF OFFICE

2 Cllr Budd signed his Declaration of Acceptance of Office before the Proper Officer of the Council.

3 ELECTION OF VICE-CHAIRMAN

3 In the absence of Cllrs Beckey and Khatkar, it was agreed to defer this item to the next meeting.

4 VICE-CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

4 This item also deferred to the next meeting.

5 APOLOGIES

5 No apologies for absence were received. Apologies for late arrival were received from Cllr Khatkar.

6 DECLARATIONS OF INTEREST & ALTERATIONS TO THE REGISTER

6 None.

7 APPOINTMENT TO COMMITTEES

7 a Amenity Committee

Chairman) *ex officio*
 Vice-chairman)
 Cllr Hassell
 Cllr Mrs Johnson

Mr Andrew Laphorn
Mr Tim Weedon

8 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

8 a Rural Liaison Sub-committee

Cllr Mrs Johnson

9 b KALC Medway Area Committee

Cllr Budd and Cllr Hassell

10 c Police Liaison Committee

Cllrs Mrs Johnson and Khatkar.

9 APPOINTMENT TO OTHER POSTS

11 a Footpaths Officer

The Amenity Committee had not found anyone willing to take on the role and no appointment would be made.

12 b Tree Wardens

Mr Andrew Laphorn and Mr Alan Clark.

13 c Pond Wardens

Mr Tim Weedon and Mr James George.

10 MINUTES OF THE MEETING HELD ON 22 FEBRUARY 2010

14 It was proposed by Cllr Hassell, seconded by Cllr Mrs Johnson and agreed that the minutes of the meeting held on 22 February 2010 be signed as a true record.

11 MATTERS ARISING

15 No matters were raised.

12 PLANNING

16 a Applications

The response made to the out of time application as listed on Appendix A was ratified.

17 b Decisions

None notified.

- c Appeals and Other Matters**
- 18 **i E-on**
- E-on's plans for a carbon capture pipeline from Kingsnorth to St Mary's Bay were noted.
- 19 **d Licensing Applications**
- None.
- 13 FINANCE**
- 20 **a Bank Balances and Bank Mandate**
- The bank balances as listed on appendix B were noted. The Clerk reported that the Council's relationship manager at Barclays Bank had agreed that an additional councillor could be put on the mandate, which would give more flexibility, especially if the Chairman was away at work when a payment was needed to be made urgently. After discussion it was agreed to defer any decision until after the parish elections in May 2011.
- 21 **b Cheques Signed Since the Last Meeting**
- None
- 22 **c Insurance Renewal**
- The Clerk had reviewed the cover which she recommended was adequate and this was agreed.
- d Subscriptions**
- 23 i. Action with Communities in Rural Kent £35. Agreed.
- 24 ii. Kent Association of Local Councils £96.89. Agreed
- 25 iii. Local Council Review £13.50. Not agreed.
- 26 **e Accounts for Payment**
- It was proposed by Cllr Khatkar, seconded by Cllr Hassell and agreed the accounts for payment as listed on Appendix B be approved (cheques 100691-100697).
- 27 **f Accounts 2009/10**
- It was proposed by Cllr Budd, seconded by Cllr Hassell and agreed the accounts for the year to 31 March 2010 be approved and signed by the Chairman and Responsible Financial Officer.
- 28 **g Internal Audit**
- The internal auditor's report was received.

h Audit Return 2009/10

- 29 i. Bank Reconciliation. Approved.
 30 ii. Statement of Accounts. It was proposed by Cllr Budd, seconded by Cllr Hassell and agreed the Statement of Accounts be signed by the Chairman and Responsible Financial Officer.
 31 iii. Statement of Assurance. It was proposed by Cllr Budd, seconded by Cllr Hassell and agreed the Statement of Assurance be signed by the Chairman and Clerk.

32 i Chairman's Allowance

It was proposed by Cllr Hassell, seconded by Cllr Mrs Johnson and agreed the Chairman's Allowance be £250 for the year.

14 GRANT APPLICATIONS

33 None.

15 AMENITY COMMITTEE**34 a Conservation Area**

The Chairman suspended the meeting to allow Mr Songhurst to speak.

Mr Songhurst presented his draft plan for the Conservation Area. He had followed the RSPB formula, by analysing what existed and how to proceed, in conjunction with the wildlife survey. Cllr Budd confirmed that the area was wet in winter but did not flood. Comments were made by councillors and Mr Songhurst would incorporate these into the final document.

The Chairman thanked Mr Songhurst and reconvened the meeting.

Cllr Hassell proposed that in future the area be referred to as the Nature Reserve. This was seconded by Cllr Budd and agreed. It was reported that a pipe was going into the reserve from the mobile home. Photographs would be sent to Environmental Health.

35 b Pond

Cllr Hassell reported that the water level was going down and it was hoped the new posts could soon be concreted in and the fence repaired. Water was running from the field and the ditch could be deeper to increase its capacity and help prevent the water from going into the pond. Correspondence had been received from an enthusiastic resident of Allhallows who had offered to restore the pond. He would be invited to attend a meeting of the Amenity Committee, which Cllr Hassell would convene as soon as possible.

16 RURAL LIAISON COMMITTEE**36 a Representative's Report**

In Cllr Beckey's absence there was no report.

b Rural Liaison Grant Projects

- 37 i Nature Reserve Management Plan. Ongoing.
38 ii Work to Nature Reserve. Ongoing
39 iii Noticeboard. The noticeboard had been received and Cllr Hassell would contact the amenity committee volunteers to help put it up.

17 KAPC/MAC

40 a Representatives' Report

Cllr Hassell reported on the meeting held on 13 April. It had been reported that a police station would be provided at Isle of Grain. This would deal with local issues, but its main objective was counter terrorism.

18 POLICE MATTERS

41 a Police Liaison Committee representative's report

Cllr Mrs Johnson had nothing to report.

19 COMMUNICATIONS

42 a Quarterly Newsletter

Nothing to report.

43 b Website

Nothing to report.

20 HIGHWAYS AND TRANSPORT

44 a Fenn Corner Roundabout

Cllr Hassell said the construction appeared to be on course. He queried whether the trees on the corner near his house were to be removed as part of the scheme.

21 CONSULTATION

45 No documents received.

22 CORRESPONDENCE

46 None.

23 REPORTS AND CIRCULARS

47 The reports and circulars as listed on the agenda were received.

24 DATE AND VENUE OF NEXT MEETING

48 Tuesday 6 July in the Function Room, Fenn Bell at 7.00 pm.

25 ANY OTHER BUSINESS

49 a Recycling

Cllr Hassell reported on recycling bags being left on the grass and on blue recycling boxes being left on the side of the road. He had tried to contact Medway Council but had not obtained a response.

50 b Council Tax

Cllr Hassell reported he had looked up council tax bands on the website on behalf of a friend and that it had been discovered that similar houses were in different bands.

The Chairman closed the meeting at 9.45 pm

SignedChairman

On theday of2010